

**BECKENHAM BAPTIST CHURCH**

**ANNUAL REPORT AND  
FINANCIAL STATEMENTS  
FOR THE YEAR ENDED  
31<sup>st</sup> MARCH 2022**

**Charity Number: 1134116**

# BECKENHAM BAPTIST CHURCH

## BECKENHAM BAPTIST CHURCH

### FINANCIAL STATEMENTS FOR THE YEAR ENDED 31<sup>st</sup> MARCH 2022

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# BECKENHAM BAPTIST CHURCH

## LEGAL AND ADMINISTRATIVE INFORMATION

### **Managing Trustees**

The following have held office throughout the period from 1<sup>st</sup> April 2022 to the date of this report unless otherwise stated

The Revd N. J. Draisey (Minister)  
Mr D Short (Secretary)  
Mr J Riddings (Treasurer)  
Mrs K Bance  
Mrs C Double (Appointed May 2021)  
Mr A Holness  
Mrs J Jones  
Mr M Killo  
Mr A Koleosho  
Mrs S Short (Appointed May 2021)  
Mrs J Tibbert  
Mr M Walton (Resigned Sep 2021)

### **Custodian Trustees**

London Baptist Property Board Limited  
Unit C2, 15 Dock Street  
London  
E1 8JN

### **Bankers**

The Co-operative Bank  
PO Box 250  
Delf House  
Southway  
Skelmersdale  
WN8 6WT

### **Registered Address**

Beckenham Baptist Church  
Elm Road  
Beckenham, Kent  
BR3 4JB

**Charity registration number** 1134116

**Independent Examiner** Roger Storey FCMA



# **BECKENHAM BAPTIST CHURCH**

## **ANNUAL REPORT FOR YEAR ENDED 31<sup>st</sup> MARCH 2022**

The Managing Trustees present their Annual Report and Financial Statement for the year from 1<sup>st</sup> April 2021 to 31<sup>st</sup> March 2022.

### **Charitable Objective**

The Charity is governed by a Constitution which states that the principal purpose of the charity is the advancement of the Christian faith according to the principles of the Baptist denomination to include the advancement of education, community service and such other general charitable purposes in such parts of the United Kingdom and the world as the Church shall determine.

The Church occupies premises which are held by the London Baptist Property Board Limited on Trusts which are entirely compatible with the above objective.

### **Organisational Structure and Decision-Making Processes**

Members of the Church are accepted in accordance with the Constitution which requires them to be, or to have been, publicly baptised on the profession of faith, or by public profession of faith in Jesus Christ.

The Members' Meeting would normally take place bi-monthly, and special meetings are called when a specific matter arises needing the members' consideration.

Relevant matters may be submitted to the Church Meeting by the Managing Trustees for guidance, or may be raised by members at the Church Meeting for further consideration by the Managing Trustees.

The members have overall responsibility for the policy of the Church. They appoint up to twelve Managing Trustees, collectively known as the Diaconate, who together with the Minister, are responsible for the day to day running of the Church's work and witness, and the financial and legal aspects of the charity. The Church Secretary and Treasurer are chosen by the Managing Trustees from among their number. All members are encouraged to take appropriate part in the spiritual and practical tasks involved in the furtherance of the charitable objective.

Trustee elections were held in May 2021, with 8 members being nominated. Of these, 7 agreed to stand and were subsequently voted onto the diaconate.

Though the Constitution permits decisions made at Church Meetings by appropriate majorities, the Church seeks to work by consensus wherever possible.

The minister of Beckenham Baptist Church, the Rev Neil Draisey, continues to engage with his Church members and Managing Trustees to ensure that the Church is following its charitable objectives and is not only sustaining but growing its membership and potential. Although the Church was able to re-open in April 2021, Neil, with assistance from Church members, continued to produce a weekly online YouTube service. These continued until September 2021.



# BECKENHAM BAPTIST CHURCH

## ANNUAL REPORT FOR YEAR ENDED 31<sup>st</sup> MARCH 2022 - continued

### **Objectives and Activities**

After being closed for 'in person' worship since 01<sup>st</sup> November 2020, the Church was able to re-open on 18<sup>th</sup> April 2021, having reviewed the advice from the UK Government & the Baptist Union.

Our Risk Assessment was updated with relevant changes and, although restrictions such as social distancing, wearing of masks & no singing were still in place, 33 people attended that first Sunday morning service.

The Trustees agreed not to restart our Sunday evening services at this time, although online services continued, for those unsure/unable to attend Church.

A decision was also made not to restart children or young people's activities at this time.

Prior to the pandemic, the Church had held regular public services of Christian worship on a Sunday at 10.30am and 6.30pm. Other services would usually take place throughout the year depending on seasonal, spiritual and circumstantial needs.

These services were always open to the public and advertised on the church website ([www.beckenhambaptist.org.uk](http://www.beckenhambaptist.org.uk)), in the weekly news sheet, on the notice boards and on social media.

During the pandemic, the Church continued to keep the Fellowship and the Community aware of the online services using the church website, the notice boards, social media and letters/notes that were posted or hand delivered.

April also saw the re-opening of other areas of Church life and hirers were given the opportunity to return. Each group was asked to supply a full Risk Assessment prior to their return, which were reviewed and agreed by the Trustees.

We have also received requests from new organisations, looking to hire the halls as well as families, wanting to hold children's parties.

The hirers include NCT groups, dance & ballet groups, a Badminton group, children & young people's choir groups as well as educational activities.

The Uniformed organisations started to meet again with thriving Scout and Guide Groups, consisting of Beavers, Cubs and Scouts, and Rainbows, Brownies and Guides.

The young people of ERYC (Elm Road Youth Club) began to meet again in person.

Although we weren't able to hold a Christian Aid 'Big Brekkie' in person, we were able to hold a 'Coffee on the Frontline' morning where we served free drinks and other refreshments to passers-by, along with food from a BBQ. A number of the Fellowship felt able to come and help and this was well received in the Community.

The Church was opened for a week in May for a time of prayer & reflection during the 'Thy Kingdom Come' initiative.



## BECKENHAM BAPTIST CHURCH

### ANNUAL REPORT FOR YEAR ENDED 31<sup>st</sup> MARCH 2022 - continued

The Baptist Union broadcast their Assembly live in May and the Church Fellowship were able to watch this together as part of their Sunday morning worship.

The Fabric team started to meet in person again at Church.

The Men's group (Christian Men Together) that had previously met via Zoom prior to the Church re-opening, began to meet in person.

ERYC had an 'away day' at Heartsease (the Girl Guiding house in West Wickham), and also held a BBQ at Church prior to the proposed summer break. They subsequently decided to continue meeting socially during the summer, in the Garden House on a Friday evening.

In July a Garden working party met to tidy up the Church garden.

We were pleased to hold a service of blessing for a baby born to a couple in the community.

In August, Revd Neil Draisey was able to take a well-earned rest during the summer and we were thankful that a number of people helped us out with the preaching on Sunday's.

A 'Staycation' was held at the Church for some of our older friends in the Fellowship.

We were able to hold our first Church meeting since March 2020, on Sunday 19<sup>th</sup> September 2021 and the following week the Band and Choir brought live music back into our worship service at Church!

The Table Tennis Club restarted and the number of attendees quickly grew.

The Trustees agreed that the online services would end on 26<sup>th</sup> September 2021 and they also decided to stop the 'after Church' Zoom coffee meetings. The following week we were able to offer after service refreshments in Church for the first time since March 2020.

The Deacons in person held their annual Away Day in October, and met together at the Church for an 'Away Day - at Home'.

In November we were able to restart our Sunday Club for the young children and Sunday ERYC for the young people.

Our Christmas services returned after 2 years with a Crib Service held on Christmas Eve and a morning service on Christmas Day.

The beginning of 2022 saw the Youth worker search team meet to restart the process of considering what we need for our Family, youth & children's work.



## BECKENHAM BAPTIST CHURCH

### ANNUAL REPORT FOR YEAR ENDED 31<sup>st</sup> MARCH 2022 - continued

We continue to review our GDPR compliance and ensure we operate within the current guidelines, with the latest review being carried out in early January 2022.

The Church continues to be a member of Churches Together in Beckenham (CTiB), an organisation designed to bring co-operation and unity between local churches and, as part of CTiB's Week of Christian Prayer & Unity in January, a Taize service was held at Church.

The Fabric team restarted our Vision 2020 project by meeting with a number of suppliers for request quotes for new sound & vision equipment.

A new, weekly meeting, called 'Chat 'n Chill' was started in February 2022. It is designed for those people in the community who are still feeling a bit lonely or isolated, allowing them to come together to meet new friends or just to chill out.

March 2022 saw the Church host its first Uniformed Organisation's Parade service in 2 years, with over 100 people attending.

The average number of people attending the online services during this period was approx 35 per week and the average number of people attending in person during this period was approx 51 per week.

During the morning services, children/young people spend part of the time with the main congregation and the remainder in their own age-appropriate activities, with support of volunteers.

Occasionally and, where appropriate, the children and young people will join the main congregation for the entire period of morning worship - a 'Family Service' aimed at all ages. This is designed to help the children and young people feel that they are an integral part of the church family.

The Church uses a mixture of modern and traditional styles of worship and music.

Visitors and new congregation attendees are always welcome, greeted and invited to join the existing church family in conversation and refreshments at the end of the morning services.

The Church previously ran a series of house groups for the growth of faith and discipleship and these would often follow a series or theme for a period. House groups also provided an opportunity for deepening fellowship relationships and prayer. These are currently being reviewed, to determine how these can be restarted.

The Trustees have continued to keep in touch with Church members as well as the wider Fellowship, during this period.



# BECKENHAM BAPTIST CHURCH

## ANNUAL REPORT FOR YEAR ENDED 31<sup>st</sup> MARCH 2022 - continued

The Church operates systems to ensure that all people working with children are appropriately vetted with regard to the Disclosure and Barring Service and follows a Child Safeguarding Policy guided by the Baptist Union of Great Britain. The Policy has been updated to include vulnerable adults.

### **Achievements and Performance**

With the lifting of restrictions in early 2021, the Church looked to reinstate many of its activities and objectives. It also gave us the opportunity to review these.

Looking back over this difficult period, we are pleased to see that nearly all those who attended Church prior to the pandemic have been able to return.

We have also seen new people becoming regular attenders.

We are also pleased that many of those who previously hired the halls have returned.

Members of the Fellowship continue to take part in morning services – leading readings and prayers, and playing/singing in the Band.

As part of our Vision 2020 project, the Trustees agreed to 3 pews being removed, with a view to looking to eventually replace pews with chairs.

The pulpit has also been removed and arrangements made for the installation of new screens and projectors.

The weekly Zoom Prayer meetings have continued, with the fellowship being sent the Zoom details in advance and invited to join.

A monthly Prayer Diary is produced, to encourage the fellowship to pray for one another, as well as for relevant topics. This is emailed out via our Church database, to those who have given us permission to do so, and, for those without the technology, a paper copy of the diary is made available.

We were able to hold a Christian Aid 'Big Breakfast' in mid-2022, to fundraise and promote the work of Christian Aid.

The Fellowship has been encouraged to continue their support of the Living Well charity that collects food and clothing for the homeless and for those in need.

We also held an appeal for donations to the BMS Ukraine project.



## BECKENHAM BAPTIST CHURCH

### ANNUAL REPORT FOR YEAR ENDED 31<sup>st</sup> MARCH 2022 - continued

The 'prayer' email address is still available, to allow people to send their specific prayer requests to the Minister and, where relevant, these are shared with the Fellowship. This is also available to the wider community.

The Church website has been updated, to give a more modern feel.

A number of maintenance/enhancement projects were undertaken during the year, including organizing a Quinquennial report.

At the date of this report, the Church membership is 76.



14.1.23

**David Short - Trustee**



# BECKENHAM BAPTIST CHURCH

## TRUSTEES' REPORT FOR THE YEAR ENDED 31<sup>st</sup> MARCH 2022

### FINANCIAL REVIEW

The Financial Statements for the year ended 31<sup>st</sup> March 2022 are attached to this report.

Income has continued to be affected by the pandemic of the previous 2 years but the Church continued to raise funds which it needs to carry on its activities from within its own membership and congregation, from investment income and from tax reclaimed under the Gift Aid scheme. Costs were carefully controlled and the Church has been able to invest in new sound and vision equipment in the year.

It is the policy of the trustees to maintain a reserve fund of £50,000 to cover any unexpected needs. This would enable the charity to continue functioning for around three months in the case of emergency. The financial reports are reviewed monthly and considered for any potential risks. This policy has enabled the church to remain financially stable during the pandemic.

### Reserves policy

The Trustees maintain a conservative Reserves Policy to ensure that all short term and long term commitments can be met in the current economic environment. Reserves constitute funds arising from income which becomes available to the charity and is to be spent at the discretion of the Trustees in furtherance of the objects of the Charity and which is not yet spent, committed, restricted or designated. Reserves are held to finance all liabilities and future development of the charity.

The Trustees wish to maintain a sufficient level of liquid unrestricted reserves so that there are adequate funds to meet all current and known liabilities ideally for a period of at least six months revenue expenditures.

Beckenham Baptist Church is extremely grateful for all the generous donations given throughout the year.



# BECKENHAM BAPTIST CHURCH

## TRUSTEES' REPORT FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2022 continued

### STATEMENT OF TRUSTEES' RESPONSIBILITIES

The Trustees are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities requires the trustees to prepare financial statements for each financial year which give a true and fair view of the incoming resources and application of the resources of the charity for the year. In preparing these financial statements, the Trustees are required to:

- a) select suitable accounting policies and apply them consistently;
- b) observe the methods and principles in the Charities SORP;
- c) make judgements and estimates that are reasonable and prudent;
- d) state whether applicable accounting standards and statements of recommended practice have been followed, subject to any departures disclosed and explained in the financial statements;
- e) prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charities (Accounts and Reports) Regulations 2008 and the provisions of the trust deed. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

### Risk Management

The major risks to which the charity is exposed, as identified by the trustees, have been reviewed and systems and procedures have been established to manage those risks.

This Report, and the attached Financial Statements for the year ended 31<sup>st</sup> March 2022, have been considered and approved by the Managing Trustees on 9<sup>th</sup> January 2023 for submission to a Church Members' Meeting for adoption.

Signed on behalf of the Managing Trustees by the Church Secretary



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**D. Short - Trustee**



## BECKENHAM BAPTIST CHURCH

### INDEPENDENT EXAMINER'S REPORT TO THE MEMBERS OF BECKENHAM BAPTIST CHURCH

I report on the accounts of the charity (charity number 1134116) for the year ended 31<sup>st</sup> March 2022 which are set out on pages 12 to 15.

#### RESPECTIVE RESPONSIBILITIES OF TRUSTEES AND EXAMINER

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act, and
- to state whether particular matters have come to my attention.

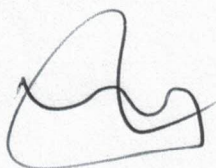
#### BASIS OF THE INDEPENDENT EXAMINER'S STATEMENT

My examination was carried out in accordance with general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

#### INDEPENDENT EXAMINER'S STATEMENT

In connection with my examination, no matter has come to my attention which gives me reasonable cause to believe that in any material respect the requirements to keep accounting records in accordance with section 130 of the Charities Act, to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act have not been met, or to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed



Name and address and qualification:

Roger Storey, 26 Cherry Orchard Road, Bromley, BR2 8NE  
Fellow Chartered Management Account (FCMA)

Date: 14/1/2023



# BECKENHAM BAPTIST CHURCH

## STATEMENT OF FINANCIAL ACTIVITIES

(including Income and Expenditure Account)  
FOR THE YEAR ENDED 31<sup>st</sup> MARCH 2022

	Notes	<u>Unrestricted funds</u>	<u>Restricted funds</u>	<u>31/03/2022 Total funds</u>	<u>31/03/2021 Total funds (see over)</u>
		£	£	£	£
<b>INCOME FROM:</b>					
Donations and legacies		58,820	0	58,820	43,836
Gift aid receipts		19,022	0	19,022	3,181
Investments income	2	39,665	0	39,665	39,795
<b>Total incoming resources</b>		<b>117,507</b>	<b>0</b>	<b>117,507</b>	<b>86,812</b>
<b>EXPENDITURE ON:</b>					
Charitable activities	3	101,652	0	101,652	74,573
<b>Total Resources Expended</b>		<b>101,652</b>	<b>0</b>	<b>101,652</b>	<b>74,573</b>
<b>Net Incoming (Outgoing) Resources Before Transfers</b>		<b>15,855</b>	<b>0</b>	<b>15,855</b>	<b>12,239</b>
Transfers between funds		0	0	0	0
<b>NET MOVEMENT IN FUNDS</b>		<b>15,855</b>	<b>0</b>	<b>15,855</b>	<b>12,239</b>
<b>Total funds brought forward</b>		<b>91,095</b>	<b>0</b>	<b>91,095</b>	<b>78,856</b>
<b>TOTAL FUNDS CARRIED FORWARD</b>		<b>106,950</b>	<b>0</b>	<b>106,950</b>	<b>91,095</b>



# BECKENHAM BAPTIST CHURCH

## BALANCE SHEET AS AT 31<sup>st</sup> MARCH 2022

		<u>31/03/2022</u>	<u>31/03/2021</u>
		£	
	Notes		
<b>CURRENT ASSETS</b>			
Deposits	4	11,252	11,252
Cash at bank and in hand		99,987	88,416
Tenant Deposit Scheme		1,494	1,494
Gift aid recoverable		5,097	0
Insurance paid in advance		1,553	1538
		<u>119,383</u>	<u>102,700</u>
<b>CREDITORS</b>			
amounts falling due within one year	5	12,433	11,605
<b>NET CURRENT ASSETS</b>		<u>106,950</u>	<u>91,095</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		<u>106,950</u>	<u>91,095</u>
<b>FUNDS</b>			
Unrestricted funds		106,950	91,095
Restricted funds		0	0
<b>TOTAL FUNDS</b>		<u>106,950</u>	<u>91,095</u>

Approved by the Trustees on



9<sup>th</sup> January 2023



# **BECKENHAM BAPTIST CHURCH**

## **PRINCIPAL ACCOUNTING POLICIES FOR THE YEAR ENDED 31<sup>st</sup> MARCH 2022**

### **1 Basis of Preparation**

These accounts have been prepared in accordance with FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" ("FRS 102"), "Accounting and Reporting by Charities" the Statement of Recommended Practice for charities applying FRS 102, the Companies Act 2006 and UK Generally Accepted Accounting Practice as it applies from 1 January 2015. The charitable company is a Public Benefit Entity as defined by FRS 102.

The accounts have been prepared on the historical cost convention modified by the revaluation of certain fixed assets. The principal accounting policies adopted are set out below.

### **Going Concern**

These financial statements have been prepared on a going concern basis which assumes that the charitable company can continue to operate.

### **Income**

Income is recognised when the charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

### **Expenditure**

All expenditure (including irrecoverable VAT) is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category. Where costs cannot be directly attributed to particular headings, they have been allocated to activities on a basis consistent with use of the resources.

### **Taxation**

The company is a registered charity and as such its income is exempt from income tax and corporation tax under the provisions of the Income and Corporation Taxes Act 1988 to the extent that it is applied to its charitable objectives. The cost of irrecoverable VAT incurred has been included in the statement of financial activities.



# BECKENHAM BAPTIST CHURCH

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31<sup>st</sup> MARCH 2022

Notes	31/03/2022 £	31/03/2021 £
<b>2 Investment income</b>		
Lettings and rental income	39,651	39,688
Bank interest received	14	107
	<u>39,665</u>	<u>39,795</u>
<b>3 Expenditure on charitable activities</b>		
<b><u>Ministry costs</u></b>		
Minister's stipend	37,151	35,764
Youth workers costs	0	0
Minister's expenses	712	943
Travel expenses	0	0
Visiting preachers fees	449	0
Other costs	3,945	0
	<u>42,257</u>	<u>37,429</u>
<b><u>Premises costs</u></b>		
Heat and light	8,633	10,739
Council tax and water	2,826	3,237
Insurance	6,201	4,617
Caretaking and cleaning	0	0
Repairs and maintenance	20,352	13,507
Refund (Electricity/ Solar)	-3,415	-12,385
Other costs	1,203	1,934
	<u>35,800</u>	<u>21,649</u>
<b><u>Administrative costs</u></b>		
Donations and subscriptions	8,979	6,603
Office costs	12,030	5,893
Music and related costs	717	0
IT/website costs	122	254
Covid-19 expenses	0	968
Other costs	1,747	1,777
	<u>23,595</u>	<u>15,495</u>
<b>TOTAL CHARITABLE ACTIVITIES EXPENDITURE</b>	<u><b>101,652</b></u>	<u><b>74,573</b></u>



# BECKENHAM BAPTIST CHURCH

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31<sup>st</sup> MARCH 2022 – continued

### TRUSTEES' REMUNERATION AND BENEFITS

The Charity employed its minister, Revd Neil Draisey to carry out the objectives of the church during the year. Revd Draisey lives in a property provided by the church. The following costs were incurred:

	2022 £	2021 £
Salary, pension costs and nationals insurance	37,151	35,764
Manse costs	712	943
	<u>37,863</u>	<u>36,707</u>

### STAFF

The number of employees during the year was as follows:

1	<u>1</u>
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No employee received remuneration amounting to more than £60,000 in either year.



# BECKENHAM BAPTIST CHURCH

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31<sup>st</sup> MARCH 2022 – continued

### Notes

		<u>31/03/2022</u>	<u>31/03/2021</u>
		£	£
<b>4</b>	<b>CURRENT ASSETS</b>		
	Deposit – London Baptist Property Board	6,720	6,720
	Deposit – Baptist Union Corporation	4,532	4,532
		<b>11,252</b>	<b>11,252</b>
<b>5</b>	<b>CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR</b>		
	Loan -Baptist Building Fund	5,600	11,200
	Key deposits	175	185
	Donations due	6,000	0
	Sundry creditors	220	220
	PAYE accrual	438	0
		<b>12,433</b>	<b>11,605</b>